



National Aeronautics and
Space Administration
Washington, DC 20546

Procurement Notice

PN 22-12

August 23, 2022

Revisions to NFS 1807.103 Agency-Head Responsibilities (NFS Case 2022-N014)

PURPOSE: The purpose is to revise the requirement at NFS1807.103, Agency-Head Responsibilities, to provide further clarification for when an Executive Summary presentation and written acquisition plan is required.

BACKGROUND:

As part of continued NASA acquisition process improvements, changes were made to provide rigor in the process by requiring the use of an Executive Summary presentation for all NASA Headquarters procurement strategy meetings (PSMs), and a written acquisition plan for all Category 1 projects as defined in NPR 7120.5, NASA Space Flight Program and Project Management Requirements. This requirement is being refined due to lessons learned after the issuance of PN 22-03. The requirement for an Executive Summary presentation and written acquisition plan, based on the application of the definition of a Category 1 project, as defined in NPR 7120.5, is amended to narrow the applicability of the Executive Summary presentation and written acquisition plan to only acquisitions for human space flight end item(s), significant radioactive materials, or with a total estimated dollar value of \$2 Billion or greater.

ACQUISITIONS AFFECTED BY CHANGES: This revised policy is applicable to all acquisitions issued after the effective date of this PN.

ACTION REQUIRED BY CONTRACTING OFFICERS: Ensure compliance with the revised NFS policy.

PROVISION AND CLAUSE CHANGES: None

NFS PART(S) AFFECTED: 1807

PIC or PCD CHANGES: None

TYPE OF RULE AND PUBLICATION DATE: These changes do not have a significant effect beyond the internal operating procedures of NASA and do not have a significant cost or administrative impact on contractors or offerors, and therefore do not require codification in the Code of Federal Regulations (CFR) or publication for public comment.

HEADQUARTERS CONTACT: Erica Jones, Headquarters, Office of Procurement, Procurement Management & Policy Division (PM&PD), (256) 544-6720, email: erica.d.jones@nasa.gov

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Karla Smith Jackson
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Enclosure

NFS changes indicated in **[bold text]** for additions or by ~~strikethrough~~ for deletions.
Text unchanged shown as asterisks *** or *****.

PART 1807

ACQUISITION PLANNING

Subpart 1807.1—Acquisition Plans

1807.103 Agency-head responsibilities.

(e)(i) Except as provided in paragraph (e)(iii) of this section, acquisition plans shall be prepared according to the following:

(A) ~~For Category 1 projects as defined in NPR 7120.5, NASA Space Flight Program and Project Management Requirements,~~ **[Acquisitions for human space flight end item(s)]** ~~For Category 1 projects as defined in NPR 7120.5, NASA Space Flight Program and Project Management Requirements,~~ **[significant radioactive materials (defined as levels of radioactive material onboard spacecraft and/or launch vehicle that require nuclear launch authorization by the Administrator or Executive Office of the President as described in NPR 8715.26), or with a total estimated dollar value of \$2 Billion or greater,]** by a Headquarters Procurement Strategy Meeting (PSM) Executive Summary presentation and a written acquisition plan.

(B) ~~For procurement actions~~ **[Acquisitions with a total estimated dollar value of]** \$500 million or greater, or otherwise designated by the Senior Procurement Executive (See 1801.603-1), by a PSM and Executive Summary presentation approved by Headquarters, unless otherwise delegated.

(C) ~~For procurement actions~~ **[Acquisitions with a total estimated dollar value]** below \$500 million, or not otherwise designated by the Senior Procurement Executive and expected to exceed \$10 million, by installation-approved PSMs or written acquisition plans.

(D) ~~For a~~ **[A]** ~~acquisitions~~ **[with a total estimated dollar value]** not expected to exceed \$10 million, in accordance with installation procedures.

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